



Council Action Form

MEETING DATE	Wednesday, June 15, 2016			
TITLE	NEW BUSINESS ITEM E: Consider an Ordinance Adopting Internal Control Standards and Procedures (Ordinance 2016-23)			
SUBMITTED BY	Clinton Bohm, Council Member Dax Norton, Town Manager			
	Department:			
MEETING TYPE	Work Session Executive	Regular	Special	Retreat
AGENDA CLASSIFICATION	Consent	Presentation	Unfinished Business	New Business
	Ordinance	Resolution	Employment Contract	Proposal
ORDINANCE/RESOLUTION (New ordinances or resolutions assigned a new)	1st Reading	2nd Reading	PUBLIC HEARING	3rd Reading
	Ordinance #: 2016-23		Resolution #:	
CONTRACTS (Contracts must be previously signed by vendor for submission)	Contract Required: Yes No		Signed Contract Attached: Yes No	
APPROVALS/REVIEWS	Department Head - Dax Norton		Budget/Finance	
	Assistant Town Manager		Legal Counsel - Steve Unger	
	Town Manager		Other:	
BACKGROUND(Includes Description and justification)	Town Council Resolution 2016-13 directed the Town Manager to consult with Town Council Member Bohm to make a recommendation to the Town Council regarding the adoption of Internal Control Standards and Procedures. The adoption of these standards is a new requirement from the state legislature via the State Board of Accounts. Resolution 2016-13 set a deadline of May 30. The Town Manager and Councilman Bohm sent the recommendation to the Council on May 26th. The recommendation was to adopt the State Board of Accounts standards. This ordinance formally adopts those standards. Internal Control Standards and Procedures are used to ensure that town funds are being deposited and spent ethically and legally.			

BUDGET AND FINANCIAL IMPACT (Includes project costs and funding sources)	Budgeted \$:	0
	Expenditure \$:	
	Source of Funds \$:	
	Additional Appropriation #:	2
	Narrative:	See above
Resolution and Ordinance Only)	Hold 1st Reading	
	Not Hold 1st Reading	
	Approve on Second Reading	
	Deny Approval	
PROJECT TIMELINE		
STAFF RECOMMENDATION (Town Council reserves the right to accept or deny recommendations)	Staff recommends approval.	
SUPPLEMENTAL INFORMATION (List of all attachments)	Ordinance	